

**Developmental Disabilities Council**  
**Meeting Minutes**  
**Wednesday, May 9, 2018**  
**DDC Office, 410 Federal Street, Dover, DE**  
**AND**  
**Division of Vocational Rehabilitation, Pencader Corporate Center,**  
**225 Corporate Blvd, Suite 204, Newark, DE**  
**6:00 p.m.**

**Members Present:** Steve Yeatman (Chairperson), Karen Gallagher, Derrick George, Terri Hancharick, Rick Kosmalski, Nancy Lemus, HarrietAnn Litwin, Deb McCann, Karen McGloughlin, Dale Matusevich, Carrie Melchisky, Joseph Merritt, Jr., Shawn Rohe, Laura Waterland

**Members Absent:** Carol Barnett, Teesie Bonk, Maitri Campbell, Alvin Emory, Jr., Lillian Gibbons, Laura Greene, Michael Harris, Katie Howe, Katie Macklin, Daniese McMullin-Powell, Angela Mitchell, Sue Ellen Powell

**Staff:** Pat Maichle, Kristin Harvey, Stefanie Lancaster, Emmanuel Jenkins

**Guests:** Sheena Scott (attendant), Diann Jones, Libby Cusack, Catherine Pringle, Terry Pepper, Ed Gootzait, Nancy Deitz

**I. Call to Order** - Steve Yeatman called the meeting to order at 6:26 p.m.

**II. Approval of Minutes** – The minutes were approved as submitted.

**III. Approval of Agenda** – The agenda was approved as submitted.

**IV. 5 Minute Public Comment Period** – Nancy Lemus stated that the members who recently traveled to the Disability Policy Seminar learned a lot in each of the sessions they attended. Nancy stated that there is never too much training for one person to attend. It allows for members to have access to information that may not otherwise be available to them.

**V. Chair's Report** – Steve Yeatman stated the Council has encountered issues achieving quorum in both the Council and committee meetings. The Council has requested that epilogue language be added that includes the ability to allow for teleconferencing participation and voting at meetings. An answer to the request is pending. Department of Safety and Homeland Security (DSHS) leadership will update the Council once a decision has been made.

**VI. Staff Report** – Pat reported that information from our national association was sent out today regarding the Rev Up Campaign which is a campaign devoted to helping ensure people with disabilities are registered to vote. Emmanuel and Stefanie have been working on a plan to get this information out weekly on the DDC social media and website pages.

1. **2018 DDC Meeting Dates/Times – Survey Results** – Stefanie Lancaster reported that the results of the 2018 DDC Meeting Dates/Times survey have been compiled. 26 of our 28 members completed the survey. More than half of our members voted to move all DD Council meetings to evening meetings. It was noted that some members requested DART Paratransit tickets or transportation to and from the meeting. Stefanie asked that those who are requesting these accommodations please let her know directly via email so that those necessary arrangements can be made. This new schedule will begin immediately.
2. **Social Media Update** – Emmanuel Jenkins reported that the DDC Facebook page currently has 923 Likes. The DDC Twitter page has 278 followers. The DDC YouTube Channel has 18 subscribers.
3. **Public Policy Seminar** – Reports from Attendees – Terri Hancharick reported on the following information that was shared in various sessions she attended:

**Basics of Medicaid and Social Security**

- 10,000 people died last year waiting for a decision from SSA. Cuts are being hidden in bills. The Farm Bill cut SNAP.

**Updates on Employment Policy**

- Some bills that Senator Casey is working on:
  - Tax credits are very low for businesses hiring people with disabilities. Sen. Casey would like to double the tax credits from \$2,400 - \$5,000 in order to help states to incentivize employment.
  - Transportation supports
  - Programs to support post-secondary (RISE Act) – This provides parents and students with information on disability services in one place to know what services are available in higher education and how to access them. Also, accommodations in colleges such as requiring colleges to accept IEP plan or 504 as evidence of a disability when students are seeking accommodations for college. Training and supports for a technical assistance center for college faculty to learn more about the needs of students with disabilities. 94% of students with LD received accommodations in high school. Only 17% received accommodations in post-secondary education.
- Working on making reporting accessible to PWD when there is a sexual assault on campus.
- We know that all individuals can engage in the community and can engage in work. Real pay for direct service workers in the community, in people's homes and in day facilities.
- ABLE Accounts-Need to extend the age limit to 46 years old. Senator Casey would like to eventually extend to retirement age. There are families who cannot put away money. Casey is introducing a new bill to match money when people make below a certain level.
- There are cuts to supported employment. It is critical that we voice our support overall for supported employment that it is not just retained but increased. Streamline the VR process, holding folks accountable for what the official policy says.

- Transformation of the sheltered workshops. Must do it carefully. It's a changing workforce and families are a part of the transformation. Provider transformation manual out there.

#### **Advancing Community Integration**

- There are 600,000 people waiting for community based services. If they chose a nursing home they could be served tomorrow. Community based services are options whereas institutional settings are mandatory.
- Protect Our Care keeping the ACA from being repealed. Staff in 14 states. 66% of voters oppose cuts to Medicaid 19% are for it.
- From 2005-2016 the data shows better outcomes for people and savings for the state.
- 55% of spending now in home and community based services. 1980 100% institutional

Nancy Lemus also reported that she walked away from this conference having a lot of information pertaining to rare diseases and medically complex children that could assist her with caring for her son. She feels no training is too much training to send any one Council member to.

4. **State Plan – Review by Committees** – Pat stated it is that time of year where the Council is required to review all of the goals and objectives within our Five Year State Plan. Each committee is tasked with reviewing and providing any recommendations for any changes that may need to be made. All recommendations need to come before the Council at the July 18<sup>th</sup> meeting for approval. If there are any substantial changes recommended, they will need to go out for public comment for 45 days prior to Council approval.

## **VII. Financial Report**

1. **Financial Advisory Committee Report** – Pat reported that a copy of the financial report was distributed to all members present. Pat and Stefanie plan to attend the Technical Assistance (TA) Institute part of the National Association of Councils on Developmental Disabilities (NACDD) Conference in July as well as Irene McDonald from our Designated State Agency (DSA). Our DSA has asked if we could pay her way to attend the conference for two days. Pat has checked with AIDD and they have stated this is an allowable expense. Irene should attend to hear the change in the interpretation of the law relating to our 3 year grant cycle. The new interpretation is that there should be no work done in the third year of the grant, just liquidation (paying of the expense reports) in the third year. If this change is in fact what our federal granting agency wants for the DD Councils to follow moving forward, then the Council will need to decide on projects more quickly. The Council needs to think larger – rather than \$25,000 contract amounts, do \$50,000 contracts; for example.

The Council has not yet received our full grant amount for the 2018 grant. Once the final amount has been received, Stefanie will update our fiscal document and provide a copy to the Council.

## **VIII. Current Business**

**1. Legislative Update** – Pat stated that there are several bills coming in that the Council is tracking. Stefanie is working on updating this document weekly and will provide an updated copy at the July Council meeting.

**2. Self-Advocacy Organization Update – Asperger’s Alliance** – Kristin reported that she recently received the quarterly report from the Asperger’s Alliance group regarding the Self-Advocacy Organization contract. The group has reported that the full page ads that have been advertised have provided them with a great return on investment. Over \$3,400 was leveraged from this free advertising. The next advertising campaign will take place in September. The group has also done the following:

- Developed media updates for their Facebook and YouTube pages.
- Advocated at the New Castle County Transition Fair providing copies of the materials that the individuals within their organization have created.
- Led an Art in the Park event on May 22<sup>nd</sup> which was led by Heather - the Associate Director.
- Ordered screen printing equipment and will provide training on that later in the year.
- Held many “true life” discussions and “true life autism” discussions with an average of 40 people with autism and 12 parents attending each workshop
- Next steps – In June, Asperger’s Alliance will be hosting a Friends and Family Picnic.
- Karen McGloughlin asked if this group is predominantly in New Castle County. Kristin stated yes but if the group was able to have additional funding, they could branch out to other counties.

**4. Travel Policy – Draft Review** – Pat stated that the final touches are being put on the draft. The draft will be reviewed by the Executive Committee in June and hopefully brought before Council for discussion and approval at the July Council meeting.

**5. NACDD Conference-** Our national organization has requested the presence of a representative from our Designated State Agency (DSA). Irene McDonald of DSHS has stated she is interested in attending the discussion regarding updates to our grant and the new understanding of the spending of our grant. This would require Irene to attend two days of the conference. The cost for her to attend would include mileage, meals and hotel for one night. Per AIDD, the DD Council can cover the cost of the DSA representative to attend with the approval of the Council. After little discussion, the Council approved funding Irene McDonald’s travel costs to attend the NACDD Conference of approximately \$422. Stefanie also stated that Alvin Emory has requested to attend the conference. At April’s meeting, the Council approved Stefanie, Pat, Laura Greene, Nancy Lemus, Terri Hancharick, Michael Harris and Angela Mitchell to attend. Alvin also requests to attend. With little discussion, Council approved for Alvin to attend the NACDD Conference.

**6. Reinventing Quality Conference** – Stefanie stated that the Reinventing Quality Conference will be held in Baltimore, MD from July 29-31<sup>st</sup>. Katie Howe and Pat Maichle would like to attend. Pat will not stay overnight but will attend each of the dates of the conference. With little discussion, Council approved them both to attend this conference.

**7. AAIDD Conference** – Stefanie stated that Nancy Lemus has requested to attend the AAIDD Reaffirming Diversity and Inclusion Conference that will be held June 25-28<sup>th</sup> in St. Louis, Missouri. With little discussion, Council approved this request.

**IX. Committee Reports** – Steve Yeatman expressed his concerns and the need for all members to re-evaluate their commitments to the committees as their absence from the committee meetings is holding up completing the tasks assigned to each committee in our Five Year State Plan.

- 1. Personnel Committee – 4 members** – Karen McGloughlin stated that the Personnel Committee was able to achieve quorum. The Committee has been working hard to develop a structure and survey to gather information from Members of the Council to include the Executive Director’s Performance Plan and Review. Both of these documents have not been finalized yet. The Committee hopes to be able to share it at the July Council meeting.
- 2. Membership – Recruitment Plan** - Karen Gallagher, with the assistance of Pat Maichle, stated that the Council is still in need of three members with disabilities. Karen also reported that Stefanie Lancaster has been working on the development of the membership event flyer. The first event will be held on Saturday, June 2<sup>nd</sup> at the Lewes Senior Center from 9 a.m. to 1 p.m. The second event will be held on Saturday, July 28<sup>th</sup> at the Seaford Fire Hall from 9 a.m. to 1 p.m. The Committee has arranged for the University of Delaware Cooperative Extension group to come do a food demonstration regarding healthy food choices. The Committee also plans to have an interactive art workshop and health & wellness activity. Vendors will also be available to discuss local resources available to individuals with disabilities and their families. Please plan to attend this event. The main goal of these events is to gain members from Sussex County. It was suggested to reach out to Asperger’s Alliance to see if they would be interested in doing the art session. Please RSVP to Stefanie if you plan to attend. Please share this information with your family, friends and work partners.
- 3. Children & Families** – Due to lack of quorum at the last few meetings, the Committee was unable to review the below requests. Kristin stated that it is imperative that members try to attend the meetings as it is holding up the spending of our grant.
  - a. State Plan Review**
  - b. RFP 1705, Access to Healthy Lifestyles – Recommendation**
  - c. Skills & Job Readiness Training Proposal - Recommendation**
- 4. Policy & Law** – Pat stated that the Policy & Law Committee will be meeting next week to review the State Plan and decide if any recommendations for updates are needed.
- 5. Adult Issues** – Terri Hancharick stated that due to no quorum at the last scheduled meeting, the below items will be heard at the Friday, May 18<sup>th</sup> meeting. All members Adult Issues Committee were asked to please attend.
  - a. State Plan Review**
  - b. “Boundless” Proposal - Recommendation**
- 6. Partners Oversight**

1. **Partners 2018** – Kristin Harvey stated that on Friday, May 11<sup>th</sup> the participants will be visiting Legislative Hall to give their mock testimony in front of Nancy Lemus (DD Council Member) and Jen Jenkowski (Legal Aide to Representative Bentz). There will also be representatives from the Governor’s Advisory Council for Exceptional Citizens (GACEC) and the State Council for Persons with Disabilities (SCPD) to provide information about what their Councils do and how the participants can become involved. At the June Partners in Policymaking session, Kathie Snow of Disability is Natural will discuss the importance of “people first” language. At the July Partners in Policymaking session, Al Condeluci will be coming to speak about Social Capital and Inclusion.
2. **Jr. Partners 2019** – Kristin Harvey stated that Delaware State University has been reserved for June 16-20, 2019. The DDC staff will work with Government Support Services (GSS) to get the RFP ready. The RFP should be posted in the near future.

7. **Consumer Caucus** – Joseph Merritt stated that the next Consumer Caucus meeting will be held on May 19<sup>th</sup> from 11 a.m. to 1 p.m. at the Glass Kitchen restaurant. It is very important that all Members plan to attend.

## **X. New Business**

1. **Future Speakers** – For the July Council meeting, Julie Ann Ohanlan from the University of Delaware will speak to the Council regarding the Delaware Transit Trust Transportation Plan. Dr. Charmaine Wright from the Christiana Health System at the Center for Special Healthcare Needs will speak at the September Council meeting regarding the work she specializes in with Down Syndrome and Cerebral Palsy. In November, Pat will request for Dorrell Greene with the Department of Education Office of Innovation and Improvement to speak.

**Other new business** - Karen Gallagher asked if the DDC Committees could meet an hour before the Council meetings if they are unable to meet at their normal meeting dates/times. Kristin stated this was done in the past and the Committee ended up not having quorum to meet. Karen also suggested combining some of the Committees to assist with achieving quorum. Pat stated that this can be done if the Council decided to move in this direction. It would require amending the bylaws and institutional documents that currently reflect each of the separate committees. This can be discussed more in depth at a future meeting.

2. **Presentation by Victoria Counihan, Esq. – Presentation on FOIA Obligations of State Boards and Councils** – This item will be discussed at a future meeting date when Victoria is present.

3. **Memorandum of Understanding (MOU) between DDC and DSHS – DRAFT** – Victoria Counihan has been working on the final draft of the MOU between DDC and DSHS. This has not yet been received.

**XII. Adjournment** –The meeting adjourned at 7:32 p.m. The next meeting date will be held on July 18<sup>th</sup>, 2018 at 6 p.m.

**Executive session can be held pursuant to 29 Del. C. 10004 (b)(6) and 10002 (l)(1), (3), & (6)**

**In accordance with 29 Del. C. § 10004(e)(2), this agenda was posted at least seven days in advance of the meeting.**

**This agenda is subject to change to include the addition or deletion of items which may arise at the time of the meeting.**

**Agenda items listed may be considered out of sequence.**